



**FRIENDS OF THE
W.K. SANFORD COLONIE
TOWN LIBRARY MEETING MINUTES
February 11, 2020 – 6:30 PM**

ATTENDING

Edye Benson, Becky Klope, Louise McColgin, Leslye Milos, Evelyn Neale, Katelyn Reepmeyer, Jennifer Soucy, Claudia Thornton and Elissa Valente.

INTRODUCTIONS

The meeting began with general introductions.

LIBRARY

Evelyn Neale reported:

- The Town's computer system being hacked continues to cause some delays for library staff.
- Parts of the renovation project have not been completed and need follow-up.
- General cleanup and storage is in progress.
- The library will begin its Plan of Service document. Evelyn will meet with the Friends on March 10 for input.
- The lactation suite is nearly completed.
- Leslye discussed a couple of outstanding checks, for which Evelyn will seek clarification.

TREASURER'S REPORT

Leslye Milos reported:

- The Treasurer's Report was distributed.

- The checking account balance is \$23,898.30. Income for the past month was \$1,739.53, and expenses were \$1,113.58. Total of all accounts including 4 CDs and savings is \$65,787.49.
- Becky renewed the bulk imprint with the Post Office.
- An explanation was provided for the MeetUp expense and the value it gives.

REQUESTS AND EXPENDITURES

- Elissa requested \$500 to be used for the Battle of the Bands event held April 4. There are usually 80-100 attendees. Edye made a motion to approve the request. Louise seconded it, and it was unanimously approved.
- Regarding the tote bags discussed last month, Becky indicated the vendor is no longer offering free shipping. The bags will cost us slightly more than our \$1.00 sale price. To get a lower shipping price, we must order 524 bags. The logo was discussed. Edye made a motion to approve the bags to be ordered, Louise seconded it, and the motion was unanimously carried.
- The sale of Hoffman Car Wash tickets was discussed since the cost is increasing effective March 1, 2020. Cost of \$10 tickets goes to \$12, and \$27 tickets goes to \$29. It was decided we will purchase 50 more \$10 tickets. Claudia made a motion to approve the purchase, Louise seconded it, and it was unanimously carried.

WEB SITE, FACEBOOK, PUBLICITY AND LIBRARY E-NEWSLETTER

- Claudia reported that the Friends web page has been updated with current Minutes.
- Information regarding the Love Your Library heart, car wash ticket sales, and the April book sale were submitted via electronic form to the library.

BOOK NOOK COMMITTEE

- On behalf of the committee (consisting of Katelyn, Becky, Dave and Susan), Katelyn provided a report indicating process and physical site recommendations for improvements at the book nook site.
- Physical site improvements consist of purchasing a sun shade, plastic protection, an easel/markers/labels, bins, casters and a desk for a grand total of no more than \$500. Louise made a motion to approve this purchase up to \$500; Edye seconded the motion, and it was unanimously carried.
- Thank you to the Committee for their thorough review and suggestions.

LIBRARY RENEWAL COMMITTEE

- Evelyn reported a meeting will be held this Friday, February 14, at 4:00pm to further discuss the May 29th event.
- The event has been renamed “Spring Gala ... See How We Bloom.”
- Discussion is in progress for food, invitations, letters for program sponsorships (no event sponsorships).
- Paul Grondahl of the Writer’s Institute has agreed to speak on the value of the library.
- There will also be a variety of politicians at the event.
- Bands from both North Colonie and South Colonie will provide music in two separate library areas.
- Evelyn has a call in for catering options.

LOVE YOUR LIBRARY

- More than \$400 has been raised so far, and the month is only half over.

LITTLE FREE LIBRARY

- Becky indicated we cannot name our library boxes as “Little Free Library” boxes since that is trademarked. Naming suggestions were: Mini Book Nooks, Friends Free Library.
- Claudia reported meeting with Wayne at Northeastern Woodworker Association. They are a 501(3)(c) organization, and their mission is to teach and foster an interest in woodworking. They have partnered with numerous nonprofits. They could provide the library boxes for an estimated cost of no more than \$50 each. However, they would not be painted nor assembled.
- Becky indicated she has received requests from individuals volunteering to make boxes and/or become stewards.
- After member discussions, it was decided we will start with the five individuals who are willing to both build boxes and steward them.
- If the Friends wished to register boxes with the Little Library group, there would be a one-time \$30 charge for each box. It was decided we could simply publish the box locations on the library web site.
- Claudia will report to Wayne at NWA that we will be in touch in the spring after we see how the first few boxes work out.
- Evelyn reported that there has been discussion about placing a bookcase at the Albany Airport where passengers could take a book or return one. Albany County and Rensselaer County residents could also register for a free library card at this location and borrow books through Overdrive.

Meeting adjourned at 7:55 PM.

Next meeting: March 10, 2019 at 6:30 PM.

Meeting Minutes respectfully submitted by Claudia Thornton, Secretary.